

## **Metropolitan Swimming Officials' Committee Minutes**

March 12, 2024 / Virtual

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### **CALL TO ORDER**

Ken Graham, Co-Chair, called the March 12, 2024 Officials' Committee Meeting to order at 7:10 PM with the following members in attendance:

#### **PRESENT**

Elaine Ang, Jennifer Bancroft, Julie Chen, Wilhelmina Dwyer (joined 8pm), Ann Fosteris, Tyler Gallub, Ken Graham, Andy Kass, Phil Paspalas (left 8pm), Ron Sommer, Allen Wone

#### **ABSENT**

Kate Hallex, Darryl Strabuk, Ryan Wagner

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Co-Chair Ken Graham called the meeting to order and requested a motion to approve the agenda that was posted on the Metropolitan Swimming website.

**MOTION:** *To approve the Agenda. Seconded. APPROVED.*

Mr. Graham moved to agenda item 3, nomination of the Parliamentarian. Mr. Graham recognized Ms. Bancroft and asked for her input on the matter.

**MOTION:** *To approve Andy Kass as Parliamentarian. Seconded. APPROVED.*

Mr. Graham moved to agenda item 4, Approval of Standing Monthly Working Sessions and Quarterly Officials' Committee Meetings.

**MOTION:** *To open discussion on creating standing monthly working sessions and quarterly officials' committee meetings. Seconded. APPROVED.*

The question was called with no member opposed. The motion was approved, discussion ensued, and several committee members made statements made in favor of selecting a standing date for each month and adding the meetings to the LSC calendar. Ms. Bancroft suggested holding the quarterly officials' committee meeting the week after the USA Swimming quarterly LSC Officials' phone call. Mr. Kass suggested having a working session, rather than a committee meeting, the month of the LSC Officials' call, as there may be issues that arise from the LSC Officials' phone call that need to be discussed prior to a voting meeting. Mr. Wone provided the input that the USA Swimming LSC Officials' phone call is the first Wednesday of every quarter, and the 2024 calls will be held on May 1, July 3 and October 2. Ms. Ang suggested that the Officials' Committee quarterly call be held the Wednesday following the USA Swimming LSC Officials' call.



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**Motion:** *To hold the Metropolitan LSC Officials' Committee meeting on the second Wednesday of the first month of every quarter. Seconded FAILED*

Discussion ensued. Ms. Bancroft confirmed that the proposed October and December quarterly meetings would not interfere with religious observances, and suggested holding working sessions on second Wednesdays second and third months of the quarter. Mr. Graham suggested holding a working session the first Wednesday following the USA Swimming Quarterly call, and the Officials' Quarterly Meeting in the second month of the quarter, followed by another working session in the third month of the quarter. This would allow for flexibility to discuss any topics that may arise from the USA Quarterly calls and then take action the following month. Ms. Ang questioned if waiting a month and a week to vote on an issue from the National Officials meeting was viable. Mr. Wone and Mr. Sommer suggested that the working committee meeting could quickly be converted to a committee meeting within the 5-day notice required by the By-Laws. Ms. Ang questioned if this would be an issue for the athlete members that are required for a committee meeting. Mr. Chu was recognized by the committee, and clarified that athletes must make up 20% of the voting power of the committee, however, business can be conducted by the committee without athlete members present at the meeting. The question was called, with 1 member in favor, 9 members opposed. The motion failed.

**MOTION:** *In a month with a National Officials' Committee meeting, the Metro LSC will hold an Officials' Committee working session, on the second Wednesday of that month, in the following month hold an Officials' Committee Meeting, and the following month, hold an Officials' Committee working session. Seconded. APPROVED.*

The question was called, with 9 members in favor, 1 member opposed. The motion was approved.

Mr. Graham moved on to agenda item 5, USA Swimming R9, and proposed running through the different subsets in order.

Agenda item 5, a.: Update on R9 changes to LSC officials policies and procedures

Mr. Graham updated the Committee that R9 has been rolled out except for the "junior official", which will begin in September. This position will be for 16&17 year olds athletes, will be a stroke and turn official, and only allowed to officiate at 12 and under meets.

Agenda item 5, b.: Review of LSC officials forms and usage

Mr. Graham updated the Committee that USA Swimming has distributed a set of evaluation forms for apprentice officials in Stroke and Turn, Starter, Referee, and AO. Apprentices will



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**MOTION:** *Adopt the use of evaluation forms for apprentice officials from now until the end of the year, with a review at the December working session. Apprentice officials will be responsible to maintain the evaluation forms. Seconded. APPROVED*

Discussion ensued. Ms. Chen requested clarifications on the role of the Advancement Coordinator in overseeing the advancement process. Ms. Chen, Ms. Ang and Mr. Graham discussed several scenarios in how an apprentice official could work 4 sessions and not complete all the criteria for advancement. The need for an action plan from the mentor/trainer/meet referee was discussed if this situation were to occur. Ms. Chen raised the point that apprentices should submit a copy of the meet announcement for verification that the observed requirements were strokes/relays that occurred during the sessions in which they were observed. Mr. Graham stated the importance of trusting the meet referee who is required to sign off on the evaluation form, ensuring that the information selected is correct. Ms. Bancroft stated that all the evaluation forms contained signatures of the "trainer/mentor" and "meet referee" to certifying what they observed the apprentice and in which sessions. Mr. Sommer requested a call to the question of the motion and noted only 36 minutes remained for



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**MOTION:** *To amend the agenda, allowing the non-member comment period to be moved ahead in the agenda and commence immediately. Seconded. APPROVED*

The question was called and voted on with no objections, the motion was approved.

Mr. Graham moved to agenda item 6, Non Member Comment Period

Ethan Fergus raised concerns about officiating at a recent meets, suggesting improved training for officials. Jeff Chu raised a question about the placement of inter-squad meets on the Metro meet calendar. Ms. Bancroft shared a request from the Metro Secretaries for nominations of outstanding volunteers in the LSC, and stated that the nominations must be made to the Executive Board by 12pm on 3/15.

**MOTION:** *To have the inter-squad meets listed on the Sanctioned Meets section of the Metro LSC website. Seconded. APPROVED.*

Discussion ensued, Mr. Kass reviewed the R9 protocol that time trials and freestyle distance events do not qualify as sessions worked towards advancement. Mr. Wone referred to the USA Swimming rule book, stating that dual meets are listed next to tri-meets and invitationals, making the statement that they were considered similar in nature. Mr. Chu asked for the committee to indicate a preference for inter-squad meets to be listed on the time trial or sanctioned meet section of the Metro website. Mr. Sommer questioned if an inter-squad meet was in line with a time trial. Mr. Wone stated that since a dual meet was a sanctioned meet and not a time trial, apprentices would be able to attend said meets in order to complete their observed meets. The question was called and voted on with no objections, the motion was approved.

Mr. Graham moved to agenda item 5, c.: Official certification pathway

Mr. Graham reviewed the pathway to certification with the Advancement Coordinator as auditors, verifying appropriate documentation and things necessary for advancement for new apprentice officials. How the LSC handles apprentices who began apprenticeship under the old system, are



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Mr. Kass asked for clarification on what was meant by "exceptions", as R9 states "exceptions" must be approved by USA Swimming. Mr. Graham discussed that the exceptions were for grandfather officials, USA Swimming must vote if the LSC required additional requirements for post R9 officials. Mr. Graham expressed his desire that necessary exceptions regarding grandfather officials, be discussed by the Officials' Committee, to provide a transparent solution, rather than the solution being at the discretion of the Officials' Committee Chairs.

Hypothetical situations regarding officials returning after absences, and finding their certifications had expired. Is the Advancement Coordinator responsible for the re-certification, or does the Committee decide? Mr. Sommer inquired if this was the role of LSC "Certifier". Mr. Graham questioned if an individual or the committee should review the re-certification, and if an individual certifier denied recertification, what would the appeal process look like? Mr. Sommer suggested an appeal process similar to a meet jury. Ms. Chen inquired about composition of the "appeal jury", the definition of certifier, who are the certifiers, and who are qualified to be certifiers?

Ms. Chen asked if the Advancement Coordinator was a certifier, as auditor of apprentice requirements. Ms. Ang stated that the person reviewing the all the paperwork and requirements qualified as USA Swimming's definition of "certifier". Mr. Kass stated that USA Swimming also defines "certifier" as an official designated by the LSC. Mr. Wone and Ms. Ang stated that more than one official in the LSC could be designated. Mr. Sommer express R9 was created to prevent bottlenecks in advancement and the need for multiple certifiers.

**MOTION:** *To excuse the minor athletes from the meeting due to the meeting extending beyond 9pm, in compliance with Safe Sport. Seconded. APPROVED.*

The question was called and voted on with no objections, the motion was approved. Ms. Dwyer and Mr. Gallub were excused with thanks from Mr. Graham.

**MOTION:** *To extend the Officials' Committee meeting for an additional 30 minutes. Seconded. APPROVED.*

The question was called and voted on with no objections, the motion was approved.

**MOTION:** *To appoint the certified officials who are members of the Officials' Committee as LSC Certifiers. Seconded. AMENDED.*

Discussion ensued. OTS Advancement access is limited to 4 members, currently the Co-Chairs, Advancement Coordinator and Education Coordinator. Do certifiers confirm sessions and paperwork, or does the Advancement Coordinator do a final paperwork check? Mr. Wone LSC certifiers sign off



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**MOTION:** *To empower Members of the Metropolitan Officials' Committee who are certified officials to be certifiers up to their highest level of certification. Seconded. Approved*

The question was called, with 7 members in favor, and 1 member opposed, the motion was approved

The remaining agenda items were tabled for the next Officials' Committee meeting.

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**ADJOURN**

Ken Graham adjourned the meeting at 9:31 PM.

Respectfully submitted,  
/s/ Jennifer Bancroft  
Communication Coordinator



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**Metropolitan Swimming Officials' Committee Minutes Attachments**  
3/12/24 / Virtual

Attachment 1

[Agenda: 3/12/24](#)

